

**Council on the Libraries**  
**Meeting Minutes**  
**January 28, 2016**

**Present:** Ameer, Borsuk, Horrell, Kahl, Kenseth, Kirk, Luxon, Schoop, Taxman, Webb

**Guests:** Bell, DeFelice, Green, Myers

The meeting was called to order at 12:10

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Barbara DeFelice, Jen Green, and Carole Meyers presented on implementation of the Dartmouth Academic Commons (DAC) and the Dartmouth Faculty Open Access Policy.

Carole showed the Interim Deposit System, which is now posted on the Council on the Libraries web site, and described on the DAC web page, as well as on the Scholarly Communication Lab at Dartmouth site. Materials uploaded and described in this system will be available after the programming work for DAC is finished. Having a wide variety of materials from different disciplines at this time is extremely helpful to the design of the system and to our workflows. Jen and Barbara are also happy to receive materials via email, so it is not necessary for faculty to use the Interim deposit system. We'd like to make this Interim Deposit system more widely known to faculty now.

These suggestions and ideas were discussed:

- We looked at the fields in the form, some of which are required. Just one department is requested on the form, but an author might have several departmental affiliations and many works have multiple authors from different departments. As long as the material is identifiable, we can add metadata that holds all the department affiliations that are reported. We are going to use metadata sources that are currently available through part of the system that is under development.
- A recommendation that a field for the DOI be added, as often the final published paper DOI is known, and that allows us to find correct metadata about the materials.
- We discussed which versions can be uploaded under the Dartmouth Faculty Open Access Policy; the Policy states it is the final peer reviewed manuscript, and that version may not always be easily accessible to the author. Barbara and Jen are happy to help with questions about versions.
- An abstract or description is required to help identify the material; if the abstract is not supplied by the author, we'll provide a short description.
- Keywords can be part of this description, and the importance of keywords for discovery and for making connections across departments and disciplines was emphasized. The User Interface to DAC in the long run will support such discovery.

Changes to the Dartmouth Academic Commons Policy document were made from the input at the last meeting. The key change is the proposal of the CC BY NC license, and replacing reference to a “deposit agreement” with a note that a “terms and conditions” statement will be drafted. The “terms and conditions” would be drafted in close consultation with General Counsel.

This change was discussed and accepted; see enclosed revision to the DAC Policies document.

An update and discussion of ORCID led to the following suggestions:

- Ask the Dean of the Faculty to include a request for faculty to sign up for an ORCID when the annual letter asking for the “supplemental report” goes out to faculty in May.
- Distribute the postcards more widely.
- Continue work with Office of Sponsored Projects on this, due to the need to have these for some funding agencies.

Jennifer Taxman next gave a brief presentation on the Baker Library tower renovation and roof replacement scheduled for summer 2016.

Jeff Horrell led a discussion on “Big Ideas” for Dartmouth’s capital campaign planning related to the library. Among the ideas discussed were the following:

- Exploring Dartmouth Library’s own publishing mechanism
- Exploring opportunities for improving the music Library
- Future of the biomedical library
- The potential for creating collections that complement the newly formed intellectual clusters
- Library synergies with a Center for Evidence-Based Medicine
- Installing a camera obscura in Baker Tower

The meeting was adjourned at 1:15 PM.